

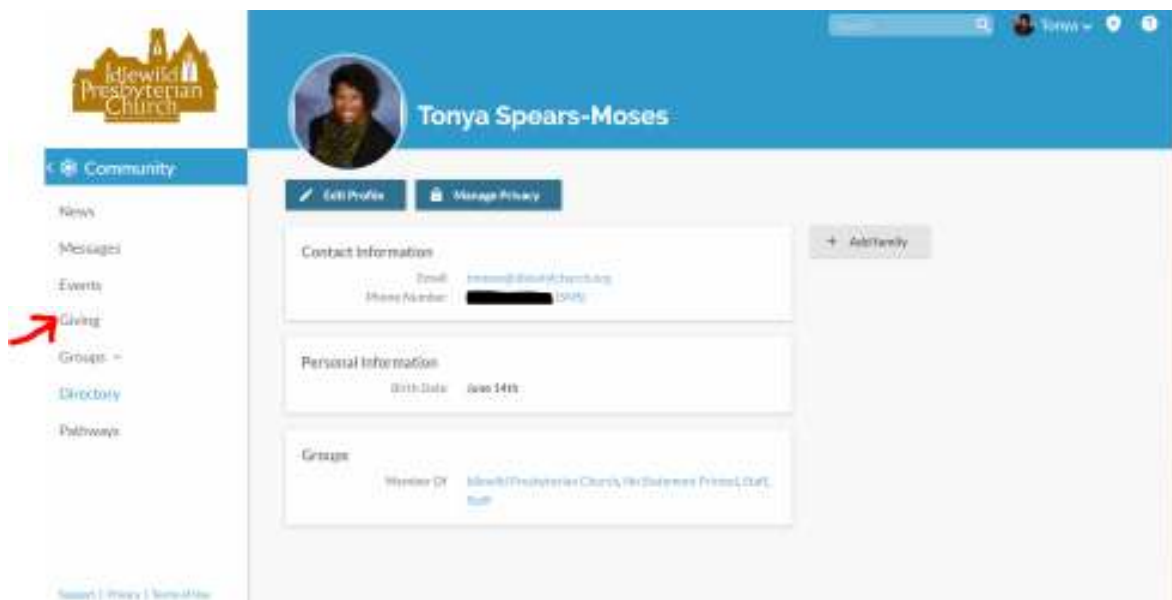
# REALM ONLINE GIVING INSTRUCTIONS

Beginning Jan 2<sup>nd</sup>, members will be able to access online giving through Realm, Idlewild's new church software. Members will also be able to track and view giving history in Realm.

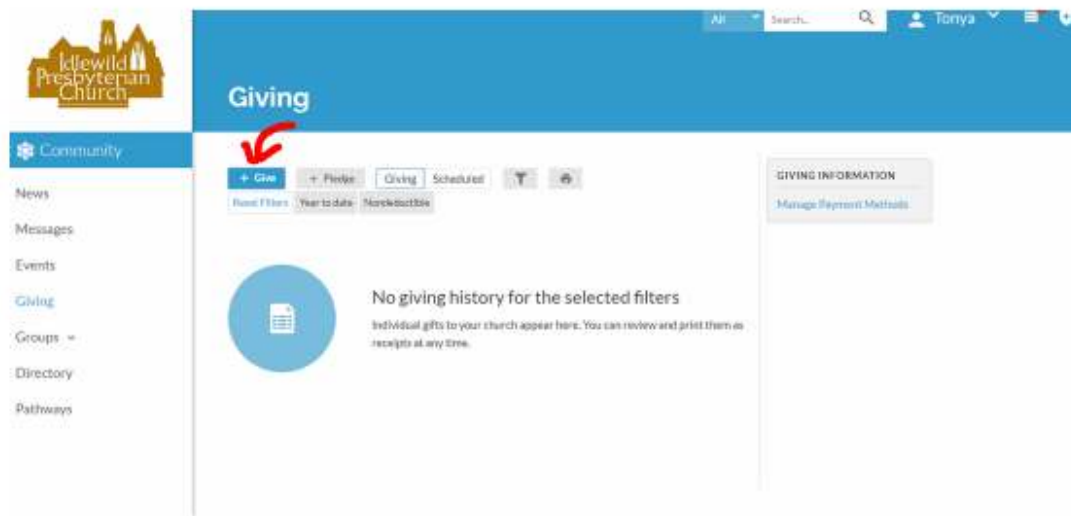
***NOTE: All check and cash payments will be visible in Realm by Jan 30<sup>th</sup>. After this date, please contact the finance department if you still do not see your check or cash payments posted.***

## WELCOME TO REALM ONLINE GIVING

First login to your account at [www.onrealm.org](http://www.onrealm.org) and then open your profile. Select "Giving" in the far left column.



Click on the blue **+ Give** tab.



Now, enter your giving details. You may add more than one fund for your giving if needed.

**GIVING DETAILS**

Give\*  to

+ Give to an additional fund

Frequency\*

On\*

**PAYMENT INFORMATION**

Save for future use

Account Nickname

Account Type

Account Number\*

Expiration Date\*  /

Name on card\*

Billing Address Line 1\*

Billing Address Line 2

Billing City\*

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You will have several options for the frequency of your payment. You may give a one time donation or set recurring payments according to your preference.

The screenshot shows the 'Give Now' page on the Idlewild Presbyterian Church website. The page is divided into a header, a left sidebar, and a main content area. The header includes the church logo and the text 'Give Now'. The left sidebar contains navigation links for 'Community', 'News', 'Messages', 'Events', 'Giving', 'Groups', 'Directory', and 'Pathways'. The main content area is titled 'GIVING DETAILS' and contains a form. The 'GIVING DETAILS' section includes a 'Give' dropdown set to '(0)', a 'to' dropdown set to '2019 PLEDGE', and a 'Frequency' dropdown menu that is open, showing options: 'One time', 'Once a week', 'Every two weeks', 'Once a month', 'Twice a month', and 'Every three months'. Red arrows point to the 'Frequency' dropdown and the 'Give Now' button. The 'PAYMENT INFORMATION' section includes fields for 'Account Nickname', 'Account Type', 'Account Number', 'Expiration Date', 'Name on card' (set to 'Latorvia Spears Moses'), 'Billing Address Line 1', and 'Billing Address Line 2'. A 'Give' button is visible at the bottom right of the form.

Enter your payment information. You may pay with credit/debit card, checking, or savings. You may also save this payment method for future use. Finally, click the blue **Give** to submit your payment.

The screenshot shows the 'Give Now' page on the Idlewild Presbyterian Church website, focusing on the 'PAYMENT INFORMATION' section. The 'Account Type' dropdown menu is open, showing options: 'Credit/Debit Card', 'Checking', 'Savings', and 'Latorvia Spears Moses'. The 'Give' button is visible at the bottom right of the form.

Once your payment is submitted, you will receive an email for your records. If you need assistance with your payment setup, please contact Tonya Moses at 901-726-4681.

## Let's Connect!

Stay connected to our church wherever you go by downloading the free [Connect - Our Church Community](#) app for iPhone and Android devices.



Use it to communicate with your groups, RSVP to events, manage your giving, update profile information, and more. It makes it easier for us to connect throughout the week and know what's happening.

- **News**—Keeps everyone up-to-date with the latest posts, photos, and events for your group and for your church as a whole
- **Posts**—Post messages to your group and comment on posts by others in your group
- **Photos**—Capture your moments together and share them with your group
- **Events**—See event details (date, time, location, etc.), submit your RSVP, and sign up to bring something
- **Files** —Access your group's shared files
- **Messages**—Send your entire group, or select individuals, a message that starts a conversation
- **Participants**—See names and basic profile details for the people in your church or group, based on their privacy preferences
- **Notification Settings**—Manage your preferences for group notifications and emails